

**City of Houston
Building Services Department
Request for Qualifications (RFQ)
For
Professional Single-Family Home Re-Inspection
and Cost Estimating Services**

The City of Houston, Building Services Department, on behalf of the Housing and Community Development Department (HCDD) invites the submittal of Statements of Qualifications (SOQs) from residential inspection firms interested in providing professional inspection and estimating services as follows:

Approximately 1,900 single-family homes in the Home Repair Program require re-inspection. The first Phase will re-inspect 500 homes. Inspection of additional homes will proceed only with written instruction from HCDD. Previously executed inspections and repairs may not have been in compliance with Federal Housing and Urban Development (HUD) guidelines. Inspector shall review previously developed inspection reports and work packages. Inspector shall re-inspect each home to review only the items in prior reports. Inspector shall determine whether the work was completed in compliance with HUD standards.

A pre-submittal meeting will be held at 1:30 p.m. on Thursday, December 28, 2006, at City Hall Annex, 900 Bagby, Second Floor Conference Room 246, to discuss this solicitation. Attendance at meeting is highly recommended but not mandatory.

Six copies of the SOQ, enclosed in a sealed envelope or other container, shall be delivered to the City Secretary of the City of Houston, in the Margaret Westerman Building (a.k.a. City Hall Annex), Public Level, 900 Bagby Street, Houston, TX. 77002, at or before 2:00 p.m., local time, Monday, January 8, 2007. Late submittals will not be accepted for any reason. All submittals must be provided in a sealed box clearly labeled on the outside with the Respondent's name, name of the Project, and Building Services Department.

A detailed Request For Qualifications (RFQ) document will be available beginning Friday, December 15, 2006, at Building Services Department's receptionist located on the 2nd floor at City Hall Annex, 900 Bagby Street, Houston, Texas. The detailed requirements for submittals are described in the RFQ. Submittals that do not conform to these requirements in all respects may not be evaluated.

Before the pre-submittal meeting date the City will welcome any written questions submitted to: Phil Golembiewski, P.E., City Engineer, Building Services Department, 900 Bagby Street, 2nd Floor, Houston, Texas, 77002, regarding this solicitation. Questions can also be faxed to his attention at 713-437-6859, or e-mailed to Philip.Golembiewski@cityofhouston.net. During the course of the pre-submittal meeting, the City will answer previously submitted questions, and questions from attendees. The City will not be bound by any information conveyed verbally. The City will provide, in writing, any clarifications, changes and/or other information, deemed to be necessary, as addenda to this RFQ. Addenda will only be provided to pre-submittal meeting attendees and known RFQ holders that are registered with the City.

Dated: _____
(Publish Friday, December 15 and 22, 2006)

Anna Russell
City Secretary